



## COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER \_\_\_\_\_

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DATE: 01/23/2024

**SUBJECT: RFP NO. F2024014 - ANNUAL CONTRACT FOR PROFESSIONAL INVESTIGATIVE SERVICES OF APPLICANTS FOR BONDSMAN LICENSE - COUNTYWIDE - VARIOUS VENDORS - PER CONTRACT TERMS**

### **COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court award RFP No. F2024014, Annual Contract for Professional Investigative Services of Applicants for Bondsman License, Countywide, to the following vendors at the per contract terms:

Primary	Bearden Investigative Agency
Secondary	Tracie Investigations LLC

### **BACKGROUND**

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. One hundred seventy-five (175) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on October 31, 2023, was attended by three (3) vendors as well as representatives from the County Clerk's Office, District Clerk's Office, Audit, and Purchasing. Two (2) proposals and one (1) no-bid were received.

Proposals were evaluated by the County Clerk's Office, District Clerk's Office, Audit, and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

The proposals received from the vendors listed above meet all specifications and are acceptable to the evaluation committee.

The term of the contract is twelve (12) months, effective March 2, 2024, with two (2) options for renewal periods of twelve (12) months each.

The purpose of this agreement is to purchase background screening services for applicants who wish to obtain a bondsman license in Tarrant County.

Therefore, it is the joint recommendation of the County Clerk's Office, District Clerk's Office, Audit, and Purchasing that RFP No. F2024014, Annual Contract for Professional Investigative Services of Applicants for Bondsman License, be awarded to the vendors listed above at the per contract terms.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	James Bocks Chris Lax, CPSM, CPSD, CPCP
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### **FISCAL IMPACT**

Expenses for last year were approximately \$8,635.00. Services are provided on an as-needed basis. Funding is available in account T0700-2024 Bail Bond Board Fund/1140100000 Non-Departmental/500000 Rollup – All Expenditures.

Awarded rates include New Applicant Review fees of \$510.00 per applicant and Renewal Applicant Review fees of \$465.00 per applicant.